



# MAYOR AND COUNCIL AGENDA

NO. 5

DEPT.: Police / Recreation and Parks

DATE PREPARED: May 11, 2005

STAFF CONTACT: Terry Treschuk/Mike Critzer FOR MEETING OF: June 6, 2005

**SUBJECT:** Approval of modification of Purchase Order #28305 with EAI Security Systems, Incorporated of Rockville, Maryland in the amount of \$666,661 for expanded security and surveillance systems installation.

**RECOMMENDATION:** Staff recommends approval of modification to Purchase Order #28305 with EAI Security Systems, Incorporated of Rockville, Maryland for expanded security and surveillance installation in the amount not to exceed \$666,661.

**DISCUSSION:** Project Description: This contract will provide for the installation of new security access and digital video surveillance systems at City facilities. All services will be consistent with the specification requirements and pricing in Montgomery County Government Contract #5506040009.

On February 7, 2005 the Mayor and Council approved a contract for the installation of new security access system for City Hall and the Civic Center Complex in the amount not to exceed \$330,000. This modification will expand the installation to all City of Rockville Recreation buildings such as the Municipal Swim Center, the Senior Center, The Twinbrook Recreation Center and the Rothgeb Maintenance Complex, the Water Treatment Plant and the Pedestrian Bridge at Lincoln Park. All entrance doors and selected high security interior doors will be retrofitted to operate on the security access card system. Current technology digital video surveillance cameras and DVR recording devices will also be installed to monitor a majority of these doors. Security access hardware will include systems mainframe, server(s), dedicated PC work station(s), swipe card encoder(s), swipe cards, electronic door locks, digital video surveillance cameras, DVR recorders and network wiring.

Funding for Security Access Installation: This installation project is included in the Police Technology Capital Improvements Program Account 420-750-1C02, which first appeared as a Department of Justice, Office of Justice Programs Federal Grant 2003CKWX0043 in the amount of \$1,490,250. These monies have been provided to the City to fund radio systems upgrades, reverse 911 emergency community notification system, digital fingerprinting system, records management system and facility security access systems. A revision to the original grant application has shifted the allotment for the radio system to the security access system by \$666,661.


References: EAI Security Systems, Incorporated is currently providing high quality security and fire alarm services to the City and Montgomery County.

**Fiscal Impact:** Federal grant monies are available to offset the \$666,661 cost in the Capital Projects Fund for the security access systems from the U.S. Department of Justice, Office of Justice Programs Federal Grant 2003CKWX0043. The total grant amount awarded to the City is \$1,490,250. These monies have been provided to the City to fund radio systems upgrades, reverse 911 emergency community notification systems, digital fingerprinting systems, records management systems and facility security access systems.

**Next Steps:** Upon approval, the Purchasing Division will issue a modification to Purchase Order #28305 not to exceed \$916,661.00.

**PREPARED BY:** R. Lee Potter, Administrative Services Bureau Commander

**APPROVED BY:**

  
Burt Hall, Director of Recreation and Parks

5-24-05

Date

  
Terry Treschuk, Chief of Police


5-25-05

Date

  
Eileen Morris, Contract Officer

5-25-05

Date

  
Scott Ullery, City Manager

5/31/05

Date

**LIST OF ATTACHMENTS:**

April 21, 2005 Letter to Mr. Reid, United States Department of Justice

April 25, 2005 Memorandum to Mr. Ullery, City Manager

May 5, 2005 E-mail from Mr. Reid, United States Department of Justice



City of Rockville

## MEMORANDUM

May 23, 2005

TO: T. N. Treschuk, Chief of Police

FROM: C. L. Holzberger, Field Services Bureau Commander

SUBJECT: Technology Grant 2003 Financial Summary

A handwritten signature in dark ink, appearing to be "C. L. Holzberger", is written over the "FROM:" line of the memorandum.

The Financial Status Report, filed by Jennifer Frank, indicates that as of April 19, 2005, the Federal government has reimbursed the City of Rockville for \$573,579.00 of the \$1,490,250.00 Grant. This leaves \$916,661.00 to be reimbursed.

Of the remaining funds, approximately \$250,000 is estimated for the City Hall/Civic Center security access system. The remaining \$666,661.00 to be allocated to the completion of the security access system.

Based upon the balance of Federal funds remaining, I recommend that the City add language to cap the total of Purchase Order #28305 to the amount of \$916,661.00.



City of Rockville

## MEMORANDUM

April 25, 2005

TO: Scott Ullery, City Manager

FROM: W. Bowman Ferguson, Assistant to the City Manager

SUBJECT: Resolution of COPS Grant Reimbursement Issue

This memorandum provides information regarding the resolution of the issue regarding reimbursement of expenses incurred by the City in FY03 in anticipation of a Department of Justice (DOJ) COPS Grant. In summary, the City has been reimbursed for \$460,000 of our requested expenses, and is likely to receive approval to draw down the remainder of the approved grant for future purchases.

### Background

In 2000, the City identified the need to make a significant capital expenditure to replace and upgrade our communications equipment in order to be compatible with the County's new 800 megahertz communication system. CIP funding was first allocated in the City's FY01 budget with expenditures predicted to begin in FY02. The original cost estimate from Montgomery County was for \$580,000. By FY02, projected costs had risen to \$700,000 and by FY03, the County estimate had risen again to over \$1 million, with most of the expenditures pushed back into FY03 because the County had delays in implementing the new system.

Just as we were beginning to plan the first 800 megahertz equipment purchases, the City began efforts to pursue federal appropriations for the first time. As we considered areas in which to request money, police technology was identified as a likely source to obtain funding. A request was formulated that would completely fund our 800 megahertz conversion at a total of about \$1 million and was formally submitted February of 2002.

Soon after, we received word from the County that the switch to the 800 megahertz system was imminent and we would need to begin our installation. Our first purchases of equipment occurred in May 2002. At the time, we were of the understanding that a federal allocation for Police technology would cover our purchases regardless of their purchase date because the request was project-specific, not date-specific. Our understanding of the federal appropriations process was limited at this early stage. In the late spring, we received early word that our federal

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April 25, 2005

request would likely be successful, and we continued our purchases throughout 2002 and 2003 with confidence.

After we received notice of the federal award, our Police Department prepared to file for the necessary paperwork to receive reimbursement from the COPS program. It was only well after the paperwork was filed that we were notified that the COPS program had concerns about the timing of our expenditures and their willingness to reimburse us. In September 2004, the City began an intense effort to receive at least partial reimbursement for our expenditures and to gain approval to expend any remaining grant funds on other police technology purchases.

#### Partial Reimbursement Received

I am pleased to report the City has been reimbursed for \$460,000 of the \$948,000 we had originally sought reimbursement for. While we had hoped to receive the full amount, we were concerned that we would not receive any of the money the City believes we were eligible for. The reimbursement is the result of a persistent effort on the part of City staff, Senator Mikulski's office and David Winstead. Ultimately our reimbursement is based on a finding from DOJ attorneys that the City met DOJ's requirements for making grant expenditures prior to approval of the Federal grant. DOJ agreed these early purchases were made in good faith and with prior knowledge that the Federal appropriation was forthcoming. DOJ was unable to approve any expenditures prior to July 1, 2002 due to legal restrictions.

Though we only received reimbursement of \$460,000, we are eligible to receive the remaining appropriated grant funds by requesting approval to spend the money on new police technology purchases. DOJ has already expressed support for the City's proposal to use the remaining funds to expand the security access system for City facilities that we sought initial funding for in the FY03 grant. As a result, the City will receive every dollar of the \$1,490,000 awarded for Police technology in the FY03 appropriations cycle.

Please let me know if you have any questions.

Cc: Terrance Treschuk, Chief of Police

April 21, 2005

Mr. Ray Reid  
United States Department of Justice  
Office of Community Oriented Policing Services  
Grants Administration Division  
1100 Vermont Avenue, NW  
Washington, DC 20530

**Grant Number: 2003CKWX0043**

Dear Mr. Reid:

This letter is to confirm our telephone conversation that the City of Rockville intends to expand the approved Item #5 Security Card Access System in the original grant application to cover all city-owned/operated buildings. The funds for this expansion, approximately \$670,000, are covered by the original grant and result from a reduction of costs in other areas of the grant application. During our conversation, you advised that since this is an approved item within the original grant application, which is being expanded versus a new project, there is no need to request a modification of the grant.

If this is a correct interpretation of our conversation, the City of Rockville will proceed with the expansion of the Security Card Access System.

If there are any issues or concerns with this, please call me at 240-314-8916 upon receipt of this letter, so that we can address any issue and any need for an extension prior to the August expiration date.

Thank you for all your help with this project.

With regards,

Captain Charles Holzberger  
Field Service Bureau Commander  
Rockville City Police Department

CLH:mer



"Raymond.Reid@usdoj.gov"  
<Raymond.Reid@usdoj.gov>

05/05/2005 12:07 PM

To "CHolzberger@rockvillemd.gov"  
<CHolzberger@rockvillemd.gov>

cc

bcc

Subject RE: 2003 Grant Status

I have received your letter and do give authorization for your actions.

Ray

-----Original Message-----

From: CHolzberger@rockvillemd.gov [mailto:CHolzberger@rockvillemd.gov]

Sent: Tuesday, May 03, 2005 12:51 PM

To: Reid, Raymond

Subject: 2003 Grant Status

Ray,

I just wanted to confirm that you had received the letter and had no issues with our 2003 grant and the Security Access System extension.

Please let me know!

Thanks,

Charlie

Captain Charles Holzberger  
Field Services Bureau Commander  
Rockville Police Department  
111 Maryland Avenue  
Rockville, Maryland 20850  
240-314-8916